

# **MASSAGE THERAPY LICENSURE**

## **INFORMATION**

In reply to your request for licensure information, we are enclosing our Laws & Regulations pamphlet and an application form. **The requirements for licensure as defined in the pamphlet should be studied very carefully and the pamphlet should be retained for future reference.**

### **Grandfather Provision:**

#### **Per KRS 309.360 Qualifications for license issued prior to June 24, 2005.**

Between June 24, 2003 and June 24, 2005, the board shall issue a license to an applicant who meets the requirements of **KRS 309.358(1)(a), (b), and (c) and one (1)** of the following:

- (1) Has successfully completed a course of study consisting of a minimum of five hundred (500) classroom hours of supervised instruction in a massage therapy training program approved by the Kentucky State Board for Proprietary Education or its equivalent in other states;
- (2) Has received the designation of "Nationally Certified" or "Internationally Certified" by the National Certification Board for Therapeutic Massage and Bodywork or other massage therapist certifying agency approved by the National Commission for Certifying Agencies;
- (3) Has provided documentation satisfactory to the board that the applicant has practiced massage therapy for at least seven (7) years prior to June 24, 2003;
- (4) Has provided documentation satisfactory to the board that the applicant has practiced massage therapy for at least one (1) year and has completed two hundred (200) hours of formal training; or
- (5) Holds a current and valid license, certificate, or registration in another state with substantially equivalent requirements.

#### **Per KRS 309.358 Qualifications for license.**

- (1) Between June 24, 2003, and June 24, 2005, the board shall issue an initial license as a massage therapist to an applicant who:
  - (a) Is eighteen (18) years of age or older;
  - (b) Has paid the application fee and other fees required by the board;
  - (c) Is a person of good moral character;
  - (d) Has successfully completed a course of study consisting of a minimum of five hundred (500) classroom hours of supervised instruction in a massage therapy training program approved by the board; and
  - (e) Has successfully passed an examination administered by a certifying agency that has been approved by the National Commission for Certifying Agencies.
- (2) On or after June 24, 2005, the board may issue a license as a massage therapist to an applicant who:
  - (a) Is eighteen (18) years of age or older;
  - (b) Has paid the application fee and other fees required by the board;
  - (c) Is a person of good moral character;
  - (d) Has successfully completed a course of study consisting of a minimum of six hundred (600) classroom hours of supervised instruction in a massage therapy training program approved by the board; and
  - (e) Has successfully passed an examination administered by a certifying agency that has been approved by the National Commission for Certifying Agencies.

**APPLICATIONS FOR LICENSURE:** Must be submitted with a **\$50.00** fee that is **non-refundable** as well as all the documentation that is required. You may refer to **KRS 309.360 and KRS 309.358** for **Qualifications for license** as stated above. If your application is approved you will then be notified by mail and will then be required to submit an additional **\$75.00**, which is the remainder of the required **\$125.00** licensure fee. Upon receipt of the additional **\$75.00**, you will then receive your certificate of licensure. *Your certificate of licensure must be displayed in your place of business at all times. All licensees will also receive a wallet size card for identification purposes in the event that you conduct calls outside your place of business.* All fees must be paid by check or money order made payable to the **“Kentucky State Treasurer”**. **DO NOT SEND CASH.**

**APPLICATION FEES:** As described above.

1. Application fee - \$50.00 (non-refundable)
2. Additional fee after application approval -\$75.00
3. Total licensure fee - \$125.00 (you will then receive your certificate to practice)

*The biennial renewal fee for a massage therapist shall be \$100.00.*

**Reinstatement Fees:**

- (a) If a license is renewed within sixty (60) days of the date of reinstatement, the renewal fee shall be \$150.00.
- (b) If a license is renewed after sixty (60) days of the date of reinstatement, the renewal fee shall be \$200.00.

**IT IS THE APPLICANT’S REPSONSIBILITY TO MAKE CERTAIN THAT THE BOARD OFFICE HAS RECEIVED ALL APPLICATION MATERIALS.**  
**THE BOARD MEETS THE SECOND MONDAY OF EVERY MONTH. ALL FILE INFORMATION MUST BE RECEIVED IN THE LICENSURE OFFICE NO LATER THAN 5 BUSINESS DAYS BEFORE THE NEXT SCHEDULED BOARD MEETING IN ORDER TO BE REVIEWED AT THE NEXT SCHEDULED BOARD MEETING. NO EXCEPTIONS!**

**It is also the responsibility of the licensee to report any change of address or phone numbers. This must be submitted in writing to the board, in order for the licensee to receive all future mailings. Absolutely no exceptions!**

**The mailing address:**

Division of Occupations & Professions at, P.O. Box 1360, Frankfort, KY 40602. Attention: Kentucky Board of Licensure for Massage Therapy.

**The physical address:**

Division of Occupations & Professions at, 911 Leawood Drive, Frankfort, KY 40601. Attention: Kentucky Board of Licensure for Massage Therapy.

If you have any questions, please contact Donna Solheim, Board Administrator, at (502) 564-3296, extension 240 or via e-mail at [donna.solheim@ky.gov](mailto:donna.solheim@ky.gov).